

COMMUNITY DEVELOPMENT COMMITTEE
MEETING MINUTES OF NOVEMBER 2, 2016
CITY HALL WEST CONFERENCE ROOM
CITY OF WYOMING, MICHIGAN

MEMBERS PRESENT: DeJager, Dunklee, Hall, Krenz

MEMBERS ABSENT: Lopez

STAFF PRESENT: Rebecca Rynbrandt, Director of Community Services
Kimberly Lucar, Community Development Dept.

Call to Order

The meeting was called to order at 6:35 p.m.

Approval of Agenda

The agenda was approved as presented.

Public Comment on Agenda Items

There was no public.

Review of Letters of Intent Applications, Selection of Applicants for Interview

Rynbrandt noted there were ten Letters of Intent applications received. Six are from returning applicants - City of Wyoming Building Inspections (Code Enforcement), Fair Housing Center of West Michigan, Home Repair Services of Kent County, Heart of West Michigan United Way, The Salvation Army Social Services of Kent County and The Potter's House. There were four new applicants – Inner City Christian Federation, Community Christian Reformed Church (Godwin Neighbors), Cherry Street Services, Inc. and Family Promise of Grand Rapids. The Committee needed to decide which applicants would move further in the application process and which of those would give presentations at the December 7th meeting. The Committee first discussed the applications from new agencies.

Inner City Christian Federation – They have applied for One Time Assistance and Case Management for homeless families. The One Time Assistance component could fall under the 05Q Subsistence Payments activity, which covers such items as rental assistance, security deposits and utility arrearages. The Case Management component may fall under the 05 Other Public Services activity which covers such uses as referrals to social service agencies. Both activities would have to follow Low Mod Clientele criteria and would be subject to the 15% Public Services cap. Homelessness prevention is a high HUD priority. They are asking for a total of \$20,000.00 for these activities. If considered for funding, a more detailed budget breakdown for each activity should be requested.

DeJager asked if either of these activities were high priorities in our Analysis of Impediments and Regional Consolidated Plan. Rynbrandt replied yes, addressing the goals of homelessness prevention and affordable housing. DeJager was concerned this use may be duplicative of the rental assistance services already provided by the Salvation Army, although she would like them to give a presentation and provide a detailed budget for each activity. The Committee agreed. The following questions could be addressed: How much would they budget for direct assistance and how much for case management? Do they require funding for both? Do they prefer one over the other? Can other resources be used to supplement one of these activities?

Community Christian Reformed Church (Godwin Neighbors) – Rynbrandt noted they are asking for a total of \$23,600.00 in funding for five different activities: Food Pantry/Food Truck (\$6,500.00), Internet Café (\$7,000.00), Food Truck ‘Days’ (\$1,600.00), ESL Classes (\$3,000.00) and Neighborhood Assessment/Connection (\$5,500.00). Rynbrandt noted all services would have to be done at the Community CRC, which is in a Low Mod Area. Also, there can be no church activities going on at the same time as these community development activities. One concern, as expressed in their cover letter, is that they currently do not have funding in place to supplement the CDBG funding they may receive. The proposed activities follow:

Food Pantry/Food Truck – The Committee agreed to have them present on this activity. They will need to confirm whether they are a registered Access site. They should also confirm whether there is a need in this area. ENTF and Access have maps with this data. Also, it would have to be clear that the funding would not be ongoing but most likely over a three-year startup period.

Internet Café – The Committee did not wish them to give a presentation on this item because there are other similar resources in the area for the internet, such as libraries, the school district, etc. Also, it has not been the Committee’s desire to fund equipment due to the extensive HUD requirements.

Food Truck ‘Days’ – The Committee did not wish them to give a presentation on this activity because DHHS and Cherry Street Services have their own funding for health services outreach.

ESL Classes – The Committee agreed to have them present on this activity, with the focus on adults. There should also be a more detailed budget provided for this activity.

Neighborhood Assessment & Connections – The Committee did not wish them to give a presentation on this activity because it is more administrative rather than service related, and the budget for administrative activities is currently tight. Hall also pointed out this work should be done by a professional consultant.

Cherry Street Services, Inc. – They are asking for a total of \$50,000.00 for their Dental Outreach Program. The dental services activity can be classified under 05M Health Services, and can be administered under Low Mod Area since the Wyoming Community Health Center at 2929 Burlingame is located in a Low Mod Area. Any program income listed (estimated at \$18,000.00) would need to come back to the City if generated with CDBG dollars. They are proposing to provide actual dental services, but also provide

outreach activities with this program. Hall did not see the need to fund outreach activities when they already have a waiting list for dental services. The Committee did not see a need for a presentation, only a detailed budget for the actual dental services.

Family Promise of Grand Rapids – They are seeking a total of \$50,000.00 to fund Aftercare Services for families exiting emergency shelter programs into permanent housing. They provided a list of nine different activities they wish to accomplish with this program. Referrals to social services are allowed under the 05 Other Services category, but some of the other activities would have to be classified under different categories. The Committee agreed to have them give a presentation explaining each of the activities in more detail, providing a more detailed budget, and prioritizing and ranking each activity.

The Committee next discussed the applications received by returning agencies:

The Potter's House – They are seeking a total of \$50,000.00 to fund their Literacy Program. The Committee has already expressed a willingness to give three years of support for this program, and did not see a need for them to give a presentation until performance reports are received for the current program year.

The Salvation Army Social Services of Kent County – They are requesting a total of \$16,000.00 to fund rental assistance and supportive services to assist in the prevention of homelessness. The Committee did not see a need for them to give a presentation at this time, as long as it is confirmed that the funding is for rental assistance payments and not for administration.

Heart of West Michigan United Way – This agency is seeking continued funding of \$10,000.00 to support HUD Continuum of Care and HMIS System Administration. The Committee did not see a need for a presentation.

Home Repair Services of Kent County – Since this agency has had a new Director for the past year, the Committee wished to hear an update from them. Hall would like to see them do more work in Wyoming. The Committee requested a presentation from them.

Fair Housing Center of West Michigan – They are requesting \$10,750.00 in funds, \$10,000.00 for Enforcement Services and \$750.00 for Training. The Committee did not see a need for a presentation.

City of Wyoming Building Inspections Department – They are requesting \$55,000.00 for Code Enforcement in Low Mod Areas. Inspections Supervisor David Rupert had given a presentation last month.

Community Development Operations Calendar Update

Rynbrandt referred to this item in the agenda packet. There were no questions.

Reports Received

Coalition to End Homelessness/Continuum of Care 1st Quarter Report – There were no concerns with the report.

Approval of Prior Committee Minutes

Motion by Hall, supported by DeJager, to approve the prior meeting minutes of October 5, 2016. Motion carried unanimously.

Committee

Member Recruitment – Hall indicated that Julian Goodson is interested in becoming a member of the Committee. Lucar would send him an application.

Concerns and Suggestions – Hall noted that Elevation Church has launched their leadership development program for grades 5 – 12. The program is from 3 – 6 p.m. after school. They work with them on basketball skills, homework, etc. They would like to become a community development corporation to officially house the program and be able to provide food.

Public Comment in General

There was no public.

Adjournment

The meeting was adjourned at 8:00 p.m.

The next meeting of the Committee is December 7, 2016, and dinner will be provided. The following agencies will be invited to give presentations:

Home Repair Services of Kent County
Inner City Christian Federation
Community Christian Reformed Church (Godwin Neighbors)
Family Promise of Grand Rapids

Kimberly S. Lucar
Planning & Community Development Dept.